VA Health Summary User Guide

Select a topic below to view that page

For questions about using My HealtheVet, use the *Contact MHV* link at the top of every My HealtheVet page.

Introduction to the VA Health Summary

A **Continuity of Care Document** (CCD) is an electronic document exchange standard for sharing a summary of patient information. The goal is to:

- Provide a summary of a patient's essential health and medical care information that can be used for the continued care of the patient.

- Allow for information about the patient in one health system to be electronically exchanged with another health system that is providing care to the patient.

- Be used by patients within other computer applications or systems.

The **VA Health Summary**, formerly named the **VA Continuity of Care Document (VA CCD),** was designed to allow Veterans to electronically share their VA health information. This information is shared with a non-VA health care system or provider. The **VA Health Summary** is a summary of essential health and medical care information from your VA health record. It gives non-VA providers access to your most important VA health information at the point of care.

Veterans, who use the VA Health Care System and who want to share their information, must have a My Health*e*Vet [Premium](#) account. To get a Premium account, you will need to complete [Authentication](#). VA verifies a Veterans' identity by this process. Authentication allows you access to your VA health record.

Remember, you control access to your personal information. It is your responsibility to keep your information private and protected. Once you have downloaded your information from My Health*e*Vet, it is your responsibility to keep it safe and private. Learn more about [protecting your personal health information](#).

What Is Needed to Use the VA Health Summary

To access **VA Health Summary**, you must be a Veteran enrolled at a VA health care facility and have a:

- **Computer with Internet Access**

  You will need a computer with a browser and Internet access to use **VA Health Summary**. If you cannot use the Internet in your home, other places that may have Internet access are public libraries or Internet cafes. You may also use computers at your local VA Medical Center, Vet Center, or at your local Veteran Service Organization.

- **My Health*e*Vet Registered Account**

  Before you can use **VA Health Summary**, you must have a registered My Health*e*Vet account. If you do not have a My Health*e*Vet account, please take this time to register by following the instructions below. If you already have a My Health*e*Vet account, you may skip to **Step 1 — Login to My Health*e*Vet to Access VA Blue Button ([here](#))**.

    o **Registering for a My Health*e*Vet Account**

      [Registration](#) is quick and easy. See **Figure 1** and the following instructions:

Figure 1

- To begin, select the **Register** button. On the registration form, enter your First Name, Middle Name and Last Name, Date of Birth, Gender and Social Security Number. If you have a special character in your name, such an apostrophe (') or tilde (accent mark) **do not** include them; however if you have two last names you can use the hyphen (-) between your names. If you use the VA Healthcare System, it is important that this information match your VA health record information.   **TIP:** Use your Veterans Identification Card (VIC) information to match your registration information.

- If you use the VA health care system, make sure you select the **Veteran** and/or **VA Patient** checkbox when you register. See **Figure 2** below. This must be done before you can get an Advanced account, or upgrade to a Premium account.
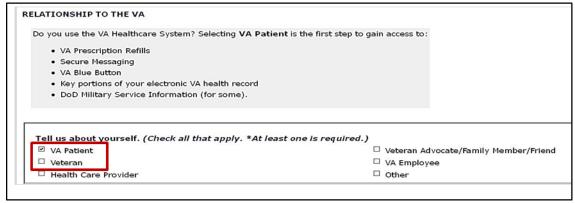

Figure 2:

If you have already registered for a My Health*e*Vet account and need to check that you have registered as a **VA Patient**, you can do the following:

- o Login to My Health*e*Vet
- o Select the **PERSONAL INFORMATION** tab
- o Select the **Profiles** sub-tab
- o Under **Relationship to the VA,** if you use the VA Health Care System, make sure you select the **VA Patient** checkbox
  - If **VA Patient** is not checked and you use the VA Health Care System, select this box
  - This will put a checkmark in the box
- o Select the **Save** button at the bottom of the screen

- **HealtheVet Upgraded [Premium](#) Account**

    Specific data in the **VA Blue Button** is available to you based on your My Health*e*Vet account type. All users who have a Basic account are able to view their self-entered data. If you are a VA patient, you can upgrade your account to an Advanced or Premium. Here is a way you can check your account type:

    o   When you hover over the account type letter icon, it will display a phrase to let you know what kind of account you have. For example, if you have an Advanced account, the letter icon **A** will be displayed after your name. When you hover over the icon, the following message is displayed **"You have an Advanced Account"**.

    Illustration Below:

    You may click on the letter icon to get further information about your account type. You will be directed to the [My HealtheVet Account Types](#) definition page.

    If you need to upgrade your My Health*e*Vet account to Premium, you will need to first complete [authentication](#). The VA verifies a Veteran's identity before allowing access to VA health record by this process. This is done to protect your personal data.

    o   **Authentication Process**

        Authentication can be done In-Person at your local VA Medical Center or Community Based Outpatient Clinic or Online through www.ebenefits.va.gov. You must complete one of these processes to have an upgraded at your local VA Medical Center or Community Based Outpatient Clinic.

        Online Authentication steps follow:

        1. **In-Person Authentication (IPA)**
           Upgrade your account in person. This can be done at your local VA Medical Center or Community Based Outpatient Clinic.

           > **In-Person Authentication** can be done the next time you visit your local VA health care facility. Simply follow these three steps:
           >
           > 1. Print, read and sign the [VA Release of Information (ROI) form (10-5345a-MHV)](#) (PDF)
           >
           > 2. Take a copy of your signed form and government issued photo identification (Veterans Identification Card or valid driver's license) to your local VA health facility and give it to a qualified VA staff member
           >
           > 3. After the VA staff verifies your information, your My Health*e*Vet account can be upgraded.

2. **Online Authentication**
   Upgrade your account through www.ebenefits.va.gov.

> **Online Authentication** is for users who have a connected eBenefits DS Logon Premium account and My Health*e*Vet VA Patient account. It can be done anytime, anywhere, 24/7, and you will not need to visit a VA facility. However, before you can start to upgrade your My Health*e*Vet account online, you need to:
>
>   1. Be registered in My Health*e*Vet as a **VA Patient**
>
>   2. Have an eBenefits/DS Logon Premium Account
>
>   3. Have your My Health*e*Vet VA Patient account information match what is in DEERS (e.g., full name, Social Security Number, date of birth and/or gender)
>
>   4. Connect your eBenefits/DS Logon and My Health*e*Vet Accounts.
>
>   5. After you have successfully connected your **accounts, if** you are a **VA Patient** in My Health*e*Vet and do not have an upgraded account, you will be asked if you would

> **Note:** After you have mailed the VA Release of Information form, please allow up to 20 business days to complete the Online Authentication process.

My Health*e*Vet Account Type Icons

There are three account types available in My Health*e*Vet: Basic, Advanced and Premium. Each account type offers users access to different levels of information. To access your **VA Health Summary** (**VA CCD)** you must have a Premium account.

After you log into My Health*e*Vet (in the Member Logon/Logout box), your account type is displayed by a letter icon after your name. The letter icon **B** represents a **Basic** account, **A** represents an **Advanced** and **P** represents a **Premium** account.

The illustration below shows the Veteran has Advanced (**A**) account:

When you hover over the letter-icon, it will display a phrase to let you know what kind of account you have. For example, if you have an **Advanced** account, the letter icon **A** will be displayed after your name.   When you hover over the icon the following message is displayed **You have an Advanced Account**.

You can select the letter icon to get further information about your account type. When you do this, you will be directed to the My Health*e*Vet Account Types definition page.

How to Find the VA Health Summary

1. To use the **VA Health Summary** you must have a Premium My Health*e*Vet account.

2. You can Login to your personal account from any page in My Health*e*Vet. Enter your **User ID** and **Password** in the Member Login area and then select the **Login** button.

3. There are two ways you can access the **VA Health Summary**:

- You can select the **PERSONAL INFORMATION** tab at the top of the page. This will take you to the **PERSONAL INFORMATION** page.
- You can select **Download My Data**, next to the image of the VA Blue Button. This will take you straight to the Blue Button page where you will have the option to **Download My VA Health Summary data**.

4. If you selected the **PERSONAL INFORMATION** tab, this page will appear. There are three ways on the **PERSONAL INFORMATION** page to access the Blue Button.

You can also:
a. Select the **DOWNLOAD MY DATA** tab at the top of the page
b. Select the **Blue Button** image in middle of the page
c. Or, select the word **More»** under the **Blue Button** image.

How to Save and Download Your VA Health Summary

Users with a Premium account can get their **VA Health Summary** information in two file formats:

➢ **Adobe PDF file format:** download your information in Adobe PDF format (.pdf) which is easy to read and print. You will be able to view and print it before saving the file. If needed, you can obtain a free copy of the Adobe Reader for PDF files at the VA Viewer Software page.

> *Please be aware:* anytime you open/download a PDF file, you create a temporary file on the computer you are using. Your VA Health Summary can be visible to other users of this computer. Learn more about protecting your personal health information

➢ **XML file format:** download your information in an XML file format (.xml). To view your **VA Health Summary** .xml file, you may also need to download the XML Style Sheet, and place both files in the same folder on your computer. Some computer applications are not able to open a document that is in an .xml format. You may want to use our XML Style Sheet to read the information in your **VA Health Summary**. If needed, you can obtain a free copy of the XML Style Sheet.

Please know that if you open the XML Style Sheet, the content is coded in .xml mark-up language, which is not in a readable format. The XML style sheet is a companion to your **VA CCD** .xml file and intended to be downloaded into the same folder on your computer or flash drive. To begin:

- Select the XML Style Sheet and save it to a folder on your computer.
- Then download your **VA CCD** .xml file to the same folder.
- When you open your **VA CCD** .xml file in this folder, it may be readable.

Using the XML Style Sheet to view the .xml file may not work in some browser versions.

You are the only one who can view your health information in My Health*e*Vet. You choose with whom to share your information. If you want someone else to view your health information, you must give it to that person.

You are responsible for [protecting your personal health information](#) you print out or download. *It is important to protect your information.* Protect this information the same way you would protect your banking or credit card information. Do not leave your printed information in a printer. Do not save your downloaded information to a public computer. When using a public computer, save your health information to a CD or a thumb drive. Remember to take the CD or thumb drive with you when you finish.

> ***Please be aware:*** *Any information entered in your My HealtheVet account is for you only and is not shared with your VA facility. If you need to update the information in your official VA record, including the mailing address for your VA prescriptions, please contact the appropriate office at your local VA facility.*

The difference between VA Blue Button and the VA Health Summary

The **VA Blue Button** makes it easy to share your data with a non-VA health care provider. It is a tool that gives you a detailed view of your My Health*e*Vet information. As a registered user of My Health*e*Vet, you can use **VA Blue Button** to view, print and download your self-entered personal information.

Based on your My Health*e*Vet account type, you may also be able to access specific **VA Blue Button** features. The three account types available: Basic, Advanced and Premium. For more information about these accounts, go to My Health*e*Vet Account Types.

If you have registered on My Health*e*Vet as a VA Patient and have an upgraded Premium account, you may have access to some information from your personal VA health record and/or Department of Defense (DoD) Military Service Information. You will also have access to your **VA Health Summary**.

Your **VA Health Summary** is not intended to be a complete medical history. It only contains a summary of essential health and medical care information from your VA health record.

There are key differences between **VA Blue Button** and **VA Health Summary**:

VA Blue Button:
- Information is available in two file formats (PDF*, and txt.)
- You are able to print, save and/or download your information
- May contain a combination of information:
  - Self-entered (all account types)
  - VA medications (Advanced Account)
  - Key portions of your VA health record (Premium Account)
  - DoD Military Service Information (for some Veterans with an Advanced or Premium Account
- You can customize the types of information to include and the date range of the information.

VA Health Summary:
- Information is provided in two file formats (PDF file format and .xml file format)
- Contains pre-selected clinical information from your VA health record.
- Your health data is organized and transportable.
- You can download and save the file; however, you may not be able to read the file within your browser
- Your file is only viewable to providers who have the capability to read or process .xml files.
- The file contains standardized information and cannot be customized.

> ***Please be aware:*** *Anytime you open/download a PDF file, you create a temporary file on the computer you are using. There is a risk of exposing your information when you download a PDF file, especially on public or shared computers. Learn more about* [protecting your personal health information](#)

Select Type of Report

To download your **VA Health Summary**:

1. **Login** My Health*e*Vet

2. If you have a [Premium](#) account, you will have an option to select one of the following files:

   ◎ VA Blue Button

   ◎ VA Health Summary

NOTE: *If you do **not** have a Premium account, these options are not available and you will only see the button to continue.*
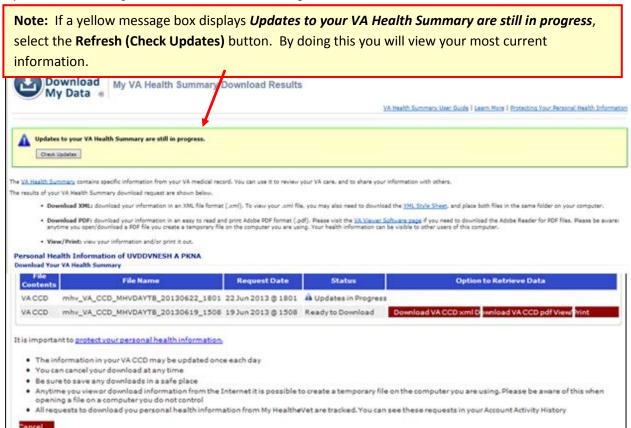
3. Select **VA Health Summary**

4. Select the [Continue] button.

My VA Health Summary Download Results

Once you have selected to continue, you will be brought to the **My VA Health Summary Download Results** page.

Here you will be presented with the information you have selected to download. You will also have the option to refresh your **VA Health Summary** data.

> **Note:** If a yellow message box displays *Updates to your VA Health Summary are still in progress*, select the **Refresh (Check Updates)** button. By doing this you will view your most current information.

This page also gives you a table displaying the results of your download request.

- **File Contents** shows that you have **Selected VA CCD**
- **File Name** puts a label on your data to help you find it, if you decide to download.
- **Request Date** shows you the date and times you made your request
- **Status** lets you know where your request is (**Ready to Download**).
- **Option to Retrieve Data** will allow you to download your data.

Information in your VA Health Summary and Hold Periods for VA information

The table lists the types of information you may view in your **VA Health Summary**. The data comes from all your VA treatment facilities. Some information that comes from your VA health record may have a **Hold Period** and not be presented right away in My Health*e*Vet or your **VA Health Summary**.   This is because your information may first need to be reviewed by a member of your VA health care team.

Allergies	This section contains Allergies on record with VA for the patient. The data comes from all VA treatment facilities. It does not list allergies removed or entered in error. Some allergies may be reported in the Immunization section.
Encounters	This section contains a list of completed VA Outpatient Encounters for the patient, along with the titles of the associated VA Notes. The data comes from all VA treatment facilities. It includes the 25 most recent Encounter dates within the last 36 months. There is a limit of 10 Note titles for each Encounter. Follow-up visits related to the VA Encounter are not included.
Procedures	This section contains Procedures performed at VA for the patient. It shows surgical and radiological procedures. Included are the 25 most recent procedure dates within the last 12 months. Data comes from all VA treatment facilities.
Immunizations	This section contains Immunizations on record with VA for the patient. The data comes from all VA treatment facilities. A reaction to an immunization may be reported in the allergy section.
Lab Results	This section contains Chemistry and Hematology Lab Results on record with VA for the patient. The data comes from all VA treatment facilities. Results include the last 12 months and are limited to the 5 most recent sets of tests. ***Results are available 3 days after they have been verified by a VA provider.***
Problems/Conditions	This section contains a list of Problems/Conditions known to VA for the patient. It includes both active and inactive problems/conditions. The data comes from all VA treatment facilities. ***Data is available 3 calendar days after it has been entered by a VA provider.***
Vital Signs	This section contains inpatient and outpatient Vital Signs on record at VA for the patient. The data comes from all VA treatment facilities. It includes 12 months of data, with a maximum of the 10 most recent sets of vitals. If more than one set of vitals was taken on the same date, only the most recent set is populated for that date.
Medications - Prescription and Non-Prescription	This section contains Prescription and Non-Prescription Medications on record at VA for the patient. Data comes from all VA treatment facilities. It shows all medications dispensed within the last 15 months. The list includes the prescription status as active or non-active.

Information Update Complete

Once your data has been updated, you will now have the option to download your **VA Health Summary**.

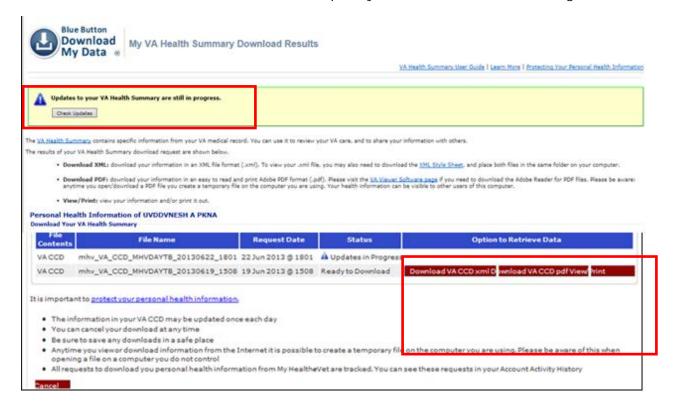In the table, under the **Option to Retrieve Data**:

Download VA CCD xml –select this button to download your information in an XML file format (.xml). To view your VA CCD .xml file, you may also need to download the XML Style Sheet*, and place both files in the same folder on your computer. If needed, you can obtain a free copy of the XML Style Sheet.

Note: If you are not able to view your VA CCD in the .xml file format, you can read the same information in the .PDF format of your VA CCD.

Download VA CCD pdf - select this button to download your information in Adobe PDF format (.pdf) which is easy to read and print. You will be able to view and print it before saving the file. If needed, you can obtain a free copy of the Adobe Reader for PDF files at the VA Viewer Software page.

> ***Please be aware:*** *anytime you open/download a PDF file, you create a temporary file on the computer you are using. Your VA CCD health summary can be visible to other users of this computer. Learn more about* protecting your personal health information

View/Print - select this button to view and/or print your information before saving the file.

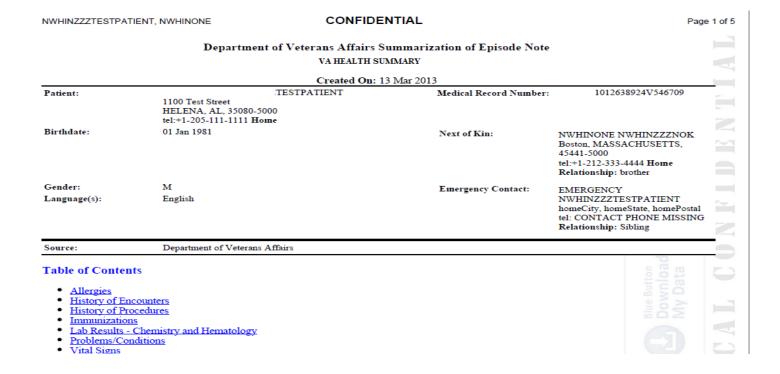**Download VA CCD pdf** – if you choose to download your VA CCD in a PDF file, you will first get an alert message. This makes you aware a temporary file is created on the computer you are using. This is important if you are using a public computer or share a computer with others. This may result in others being able to view your personal information.

When you select one of the download options, a message box will ask if you want to save your information as a file. If you want to view your information, select **Open**. To download your file, select **Save**; if not, select the **Cancel** button.
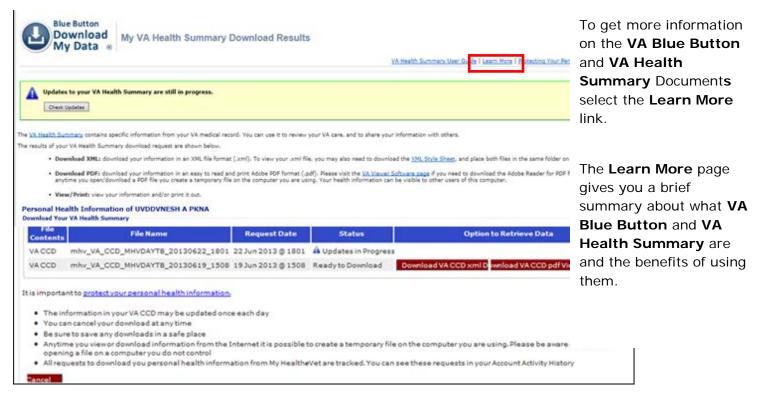
Personal Health Information Page

If you open your **VA Health Summary**, this is a sample of how your **VA Health Summary** information may look. For easy access to your information, a Table of Contents offers hyperlinks to your health data. If you select a title in the Table of Contents, it will take you to that information in your **VA Health Summary**.

NWHINZZZTESTPATIENT, NWHINONE   **CONFIDENTIAL**   Page 1 of 5

Department of Veterans Affairs Summarization of Episode Note
VA HEALTH SUMMARY

Created On: 13 Mar 2013

Patient:	.TESTPATIENT 1100 Test Street HELENA, AL, 35080-5000 tel:+1-205-111-1111 Home	Medical Record Number:	1012638924V546709
Birthdate:	01 Jan 1981	Next of Kin:	NWHINONE NWHINZZZNOK Boston, MASSACHUSETTS, 45441-5000 tel:+1-212-333-4444 Home Relationship: brother
Gender:	M	Emergency Contact:	EMERGENCY NWHINZZZTESTPATIENT homeCity, homeState, homePostal tel: CONTACT PHONE MISSING Relationship: Sibling
Language(s):	English		

Source:	Department of Veterans Affairs

Table of Contents

- Allergies
- History of Encounters
- History of Procedures
- Immunizations
- Lab Results - Chemistry and Hematology
- Problems/Conditions
- Vital Signs

Learn More

At the top of the **My VA Health Summary Download Results** page there is a **Learn More** link.

To get more information on the **VA Blue Button** and **VA Health Summary** Documents select the **Learn More** link.

The **Learn More** page gives you a brief summary about what **VA Blue Button** and **VA Health Summary** are and the benefits of using them.
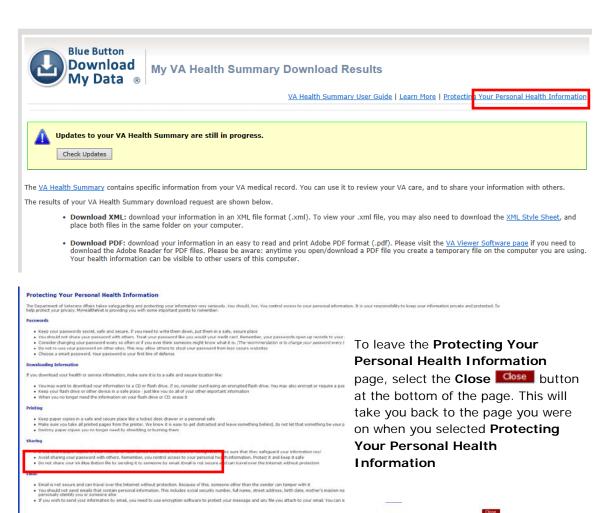
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Protecting Your Personal Health Information

The Department of Veterans Affairs takes safeguarding and protecting your information very seriously.

Also, the following are helpful hints to safeguarding and protecting your information:

- My Health*e*Vet gives you an Account Activity History. This shows when your data was downloaded. You can also see who accessed your information.

- Select the Privacy & Security link for more information about My Health*e*Vet policies.

- If you chose to open or download a PDF file, you create a temporary file on the computer. This file can be viewed by others. To reduce the chance of others viewing your VA Blue Button and/or VA Health Summary you should **Not** download your data to public or shared computers.

At the top of the **My VA Health Summary Download Results** page there is a link that takes you to information about the importance of protecting your personal health information.

To read more about why it is important to protect your personal health data, select the **Protecting Your Personal Health Information** link.

Please note: When you open or download a PDF file, a temporary file is created on the computer. Others may then be able to view your personal health information. There is a risk of exposing your information when you download a PDF file, especially on public or shared computers.

To leave the **Protecting Your Personal Health Information** page, select the **Close** button at the bottom of the page. This will take you back to the page you were on when you selected **Protecting Your Personal Health Information**

Throughout the Blue Button pages, there will be the following reminders about the importance of protecting your health information:

Protect your information and your identity. Send your information to a safe site or device that you or someone you trust controls. Remember, once you have downloaded your information from My HealtheVet, it is your responsibility to keep it safe and private. Learn more about protecting your personal health information

This is your personal health information. Your health care professional does not have access to this information unless you share it.
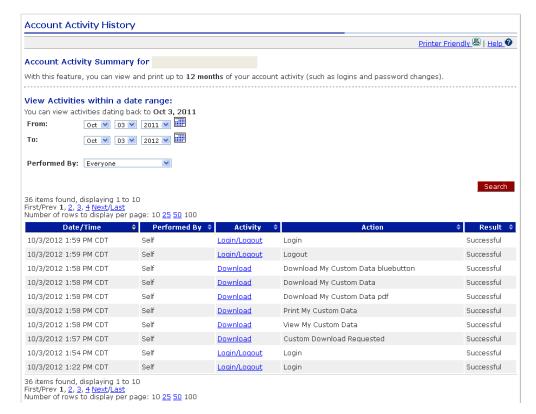
Back to Top

Account Activity History

The Account Activity History lets you know who saw your account, when a change was made, and what the change was. With this feature, you can view and print up to **12 months** of your account activity. My Health*e*Vet guards your privacy. You can read more about this in the **Privacy & Security** link available at the bottom of each My Health*e*Vet page.
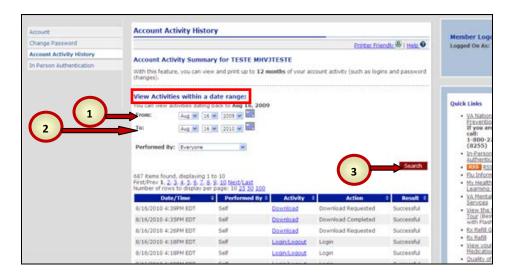
To View your Account Activity History

To see your Account Activity History:

1. Login to your My Health*e*Vet account
2. Select the **Personal Information** Tab at the top of the page
3. Select the **Account** sub-tab
4. Select **Account Activity History**.

When you open the **Account Activity History** page, you see a table with the type of activity, who did it, the date and time it was done, action and result. If there is activity you do not understand, please contact the My Health*e*Vet Help Desk by selecting the **Contact MHV** tab.

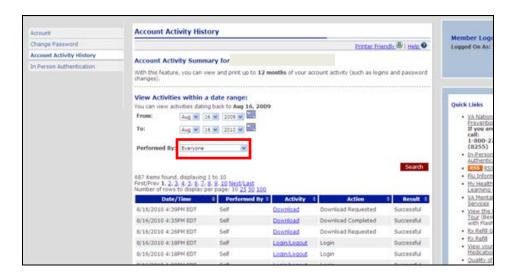## View Activities within a date range – lets you choose the dates for the activities you want to view.

To set a date range:

1. In the **From:** section use the drop down lists to enter your start day, month, and year.
2. In the **To:** section use the drop down lists to enter your stop day, month, and year.
3. To see your activities within your chosen date range, select the **Search** button.

View Activities Performed By – lets you sort activities based on who has accessed your account.
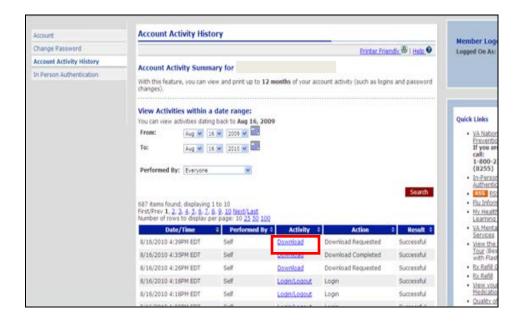

To sort activities based on who has accessed your account, choose one of the options from the **Performed By** dropdown list:

- Everyone
- Everyone But Self
- Help Desk Administrator
- MHV Authenticator
- Self
- System
- Unknown

Account Activity History – To View Details Page

To access a detailed view of your **Account Activity History**, select the link to the activity about which you want to more information about.

You can view details about an activity by selecting the link for that activity under the **Activity** column.

This will take you to the **Details Page**.

Account Activity History — Details Page

The **Details Page** gives you information about a selected activity and includes:

- Date/Time
- Performed by
- Activity
- Activity details
- Action
- Results

Select the **Return to Summary** button to return to the **Account Activity History** table.

If you chose to customize your download, your **Account Activity History** may show the following actions:
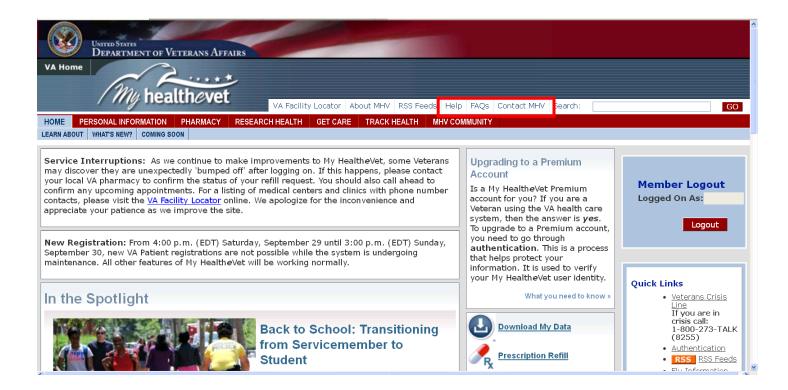
- Custom Download Requested
- View My Custom Data
- Print My Custom Data
- Download My Custom Data
- Download My Custom Data .pdf
- Download My VA CCD
- VA CCD Download Requested

Frequently Asked Questions, Help and Contact MHV

At the top of every page is a white bar where you can get support.

Select **FAQs** to take you to **Frequently Asked Questions** and get answers to common questions about the **VA Health Summary**.

Select **Contact MHV** to send a message to the My Health*e*Vet Help Desk.

Definitions

Compact Disc (CD)

A Compact Disc (also known as a CD) is a round disc used to store information from your computer. A CD is portable and requires special handling to prevent damage to the recording. A CD is one of the most common ways to store information.

Data

Data is your health information in words and numbers. Blue Button refers to health information and numbers you entered in My Health*e*Vet and the copies from your official VA electronic health record as your data.

Thumb drive (USB Flash Drive)

A thumb drive is a small electronic device used to store information from your computer. It is also known as a flash drive or pen drive. A thumb drive is lightweight, portable and easy to use for moving information. It fits into the USB slot on a computer. Then the computer can read your transferred information.

.xml file

.xml stands for **eXtensible Markup Language**. It uses computer language that defines a set of rules for encoding documents. The .xml file was designed to transport and store data, not to display data. The .xml file is the most common tool for data transmissions between all sorts of applications. The .xml file format is one that is both human-readable (naturally read by humans) and machine-readable (read by a computer).